

DIVORCE WITHOUT MINOR CHILDREN For Petitioner Only

(When Parties AGREE to all terms of the Divorce)



PINAL COUNTY NON-COVENANT MARRIAGE

**TO FILE FOR DISSOLUTION (DIVORCE)
OF MARRIAGE WITH CHILDREN**

STEP 1

(Please complete step one before proceeding to the next step)

**INSTRUCTIONS AND FORMS
Provided as a Public Service by
AMANDA STANFORD
Clerk of the Superior Court**

DIVORCE WITHOUT MINOR CHILDREN

This packet contains general information and instructions about filing a divorce petition for a non-covenant marriage and other court papers when there are **no** minor children common to the parties. Be sure this packet contains the following documents:

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***NO COPIES REQUIRED. File original only. Do not serve on other party.**

You have permission to use these documents for any lawful purpose. These forms shall not be used to engage in the unauthorized practice of law. The Court assumes no responsibility and accepts no liability for actions taken by users of these documents, including reliance on their contents. The documents are under continual revision and are current only for the day they were received. It is strongly recommended that you verify on a regular basis that you have the most current documents.

REPRESENTING YOURSELF IN FAMILY COURT

This brief guide provides some very basic information to help you understand the proceedings. It does not tell you everything about family law or family court, and it is no substitute for understanding Title 25 of the Arizona Revised Statutes, the Arizona Rules of Family Law Procedure, and the Arizona Rules of Evidence. For more information, you should go to the Pinal County Superior Court website (www.pinalcountyz.gov/Departments/JudicialBranch/) or consult a lawyer.

Proceedings In Family Court

Proceedings in Family Court follow the *Arizona Rules of Family Law Procedure*.

In a divorce or paternity case, you may be referred to an Early Resolution Conference, Mediation, a Parenting Conference, or a Settlement Conference (sometimes called an Alternative Dispute Resolution or "ADR"). These proceedings are designed to help the parties reach agreement on all or some of their disputes. They generally are not conducted by your assigned Judge.

You may also have to appear before the Judge for a pretrial hearing. The most common pretrial hearings are (1) a *Resolution Management Conference*, which helps the Judge manage the case by, among other things, setting deadlines and a trial date; and (2) a *Temporary Orders Hearing*, at which the Judge may issue temporary orders to govern the case until the trial.

If you do not reach a settlement of all issues, there will be a *trial*. This is the single hearing where the Judge will hear your evidence and make final decisions on disputed issues.

Disclosure And Discovery

To help parties prepare for the trial, the Arizona Rules of Family Law Procedure have *disclosure* and *discovery* requirements.

Disclosure requirements are in Rule 49. Each party must voluntarily provide certain information to the other party. You have an obligation to disclose such information to the other party, and you have a right to insist that the other party disclose such information to you. Failure to disclose as required may result in sanctions, including being barred from offering evidence that was not timely disclosed.

If you need information that is not voluntarily disclosed, you may engage in *discovery*, such as requesting documents from a party or subpoenaing documents from non-parties. Rules 51 through 65 of the Arizona Rules of Family Court discuss the requirements for discovery.

What Is A Trial?

A trial is the time for you and for the other party to present *evidence* on disputed issues.

Additional Issues If Your Case Involves A Divorce:

- Spousal maintenance.
- Division of community property and allocation of debts.

The Judge will decide these issues based on the evidence presented during the trial. ***Only evidence you bring to the trial will be considered.***

After the trial, the Judge may issue a ruling in open court or may take the case “under advisement,” which means that the Judge will issue a written ruling at a later time.

The judge’s ruling may be a signed **decree** or **judgment**, which officially concludes the case. If the judge chooses, the judge may decide disputed issues and then require one or both of the parties to submit a decree for the judge’s signature.

Preparing For The Trial

When preparing for the trial, it is critical that you read the judge’s minute entries carefully. The minute entries typically contain the Judge’s requirements for the trial. These requirements may include: (1) Submitting a **pretrial statement** that describes the issues in the case and lists your witnesses and exhibits; and (2) Giving copies of your **exhibits** to the Clerk and to the other party before the trial.

Many Judges impose **time limits** at the trial. It is your responsibility to make sure you present all your evidence in the time allotted.

What Happens During The Trial?

The main thing that happens during the trial is the presentation of **evidence**. The Judge will make decision based on the evidence presented during the trial. Evidence is generally of two kinds: (1) Witness testimony and (2) Documents.

When you call a **witness** to testify, you must ask the witness questions. A witness may only answer questions that are asked. When the party who called a witness is done with questioning, the other party may “cross-examine” the witness by asking additional questions.

A party may testify as a witness on his or her own behalf. However, while a witness is on the stand, the parties may only ask questions. Arguing with a witness or commenting on the answers is not allowed.

Documents may be evidence at the trial, but you must follow the proper procedure. Before the trial (usually 5 days before), you must give documents that you want to use to the Clerk of the Court to be “marked” with an exhibit number. However, marking an exhibit does not mean it is evidence. Rather, during the trial, you must “offer” the exhibit by asking the judge to admit it into evidence. The judge then decides whether to admit the evidence. The judge will consider only evidence that is **admitted**.

Proper Court Behavior

Although family cases are often emotional, it is important that everyone act in an orderly and respectful way in court. Here are some “Do’s and Don’ts:”

- Do dress appropriately. Don’t wear hats, sunglasses, tank tops, shorts, or flip-flops.
- Do wait your turn to speak. Don’t interrupt while someone else is talking.
- Do treat others with respect. Don’t curse, make faces, or engage in confrontational behavior.
- Do be honest and candid with the judge.
- Do make sure that friends and family who accompany you sit quietly. They are not allowed to speak unless called as a witness, and then only when they are testifying.

For Additional Information

This guide presents very basic information. For additional information, read the applicable statutes and rules, visit the Pinal County Superior Court website (www.pinalcountyz.gov/Departments/Judicial Branch) and if necessary, consult a lawyer.

PROCEDURES

How to File Papers with the Court for Dissolution of a Non-Covenant Marriage (Divorce) – Without Minor Children (When both Parties Agree)

STEP 1: COMPLETE FORMS – TYPE OR PRINT IN BLANK INK

PLEASE DO NOT LEAVE ANY QUESTIONS BLANK

- Please answer all questions.
- If a question does not apply to your case mark “N/A” next to the question. By marking “N/A” next to the question this informs the Judge or court that a question was “not applicable” and did not apply to your case or situation.
- If there is a question that is not known to you, please indicate “unknown to me”.

STEP 2: SIGN, DATE AND NOTARIZE DOCUMENTS

- Documents must be signed and dated in front of ANY Notary Public.
- Please look over your documents to ensure all questions have been answered prior to having your documents notarized.
- Please make sure you have a US issued photo ID or driver’s license with you when having your documents notarized.

STEP 3: MAKE COPIES OF DOCUMENTS

- **AFTER** your documents have been signed, dated and notarized make two (2) copies of the following documents:
 - ✓ Summons
 - ✓ Notice Regarding Creditors
 - ✓ Notice of Right to Convert Health Insurance
 - ✓ Preliminary Injunction
 - ✓ Petition for Dissolution of Non-Covenant Marriage without Minor Children
- Separate your documents into three (3) sets in the following order:

Set 1: ORIGINAL DOCUMENTS

1. Summons
2. Notice Regarding Creditors
3. Notice of Right to Convert Health Insurance
4. Preliminary Injunction
5. Sensitive Data Sheet
6. Family Court Cover Sheet
7. Petition for Dissolution of Non-Covenant Marriage without Minor Children

Set 2: COPIES FOR YOU THE PETITIONER

1. Summons
2. Notice Regarding Creditors
3. Notice of Right to Convert Health Insurance
4. Preliminary Injunction
5. Petition for Dissolution of Non-Covenant Marriage without Minor Children

Set 3: COPIES FOR YOUR SPOUSE THE RESPONDENT

1. Summons
2. Notice Regarding Creditors
3. Notice of Right to Convert Health Insurance
4. Preliminary Injunction
5. Petition for Dissolution of Non-Covenant Marriage without Minor Children

STEP 4: FILING FEES

There is a filing fee to file the Petition for Dissolution of Non-Covenant Marriage without Minor Children and there may be other charges associated with this case. Please check online in our current Filing Fees section to determine your fee.

DEFERRAL OR WAIVER OF FILING FEES: If you cannot pay these fees, you may qualify for a deferral or waiver of fees. If you are seeking a deferral or waiver of fees, please have the Application for Deferral or Waiver of Fees completed and submitted with your forms.

ONE of the following is required to be attached to the completed and notarized Application for Deferral or Waiver of Fees:

- A copy of your last two (2) paycheck stubs.
- A notarized statement of non-employment. Any persons you are living with at this time who is assisting you financially may sign a notarized document stating they are supporting you at this time.
- If you receive Food Stamps, SSI, Unemployment or any governmental assistance we will need a copy or your letter of assignment/award or verification of the amount of assistance you receive each month.

NOTE: At the time of filing your documents through a deferral, the Clerk can only defer your filing fees to a later date; **THEY ARE NOT WAIVED.** Only the Judge can waive your filing fees.

STEP 5: FILE THE PAPERS WITH THE CLERK OF SUPERIOR COURT

FILING LOCATIONS / FILING IN PERSON / FILING BY MAIL

You may file your documents at any of the Clerk of the Superior Court Locations:

Florence (Main Office)	971 Jason Lopez Circle Bldg. A, Florence, AZ 85132 Open Mon-Fri 8:00 to 5:00
Casa Grande	820 E. Cottonwood Ln Bldg. B, Casa Grande, AZ 85122 Open Mon-Fri 8:00 to 5:00 CLOSING 12:00 to 1:00 for lunch <i>(Documents requiring a filing fee are not accepted after 4:30)</i>
Apache Junction	575 N. Idaho Rd. Ste. 109, Apache Junction, AZ 85119 Open Mon-Fri 8:00 to 5:00 CLOSING 12:00 to 1:00 for lunch <i>(Documents requiring a filing fee are not accepted after 4:30)</i>
Mammoth	118 Catalina, Mammoth, AZ 85618 <i>(Temporarily Closed)</i>

FILING IN PERSON

To submit the Petition for Dissolution of Non-Covenant Marriage without Minor Children you should arrive at least two (2) hours before the court closes.

The following must be handed to the Clerk at the Filing Counter:

- ✓ Original plus two (2) copies of:
 - Summons
 - Notice Regarding Creditors
 - Notice of Right to Convert Health Insurance
 - Preliminary Injunction
 - Sensitive Date Sheet *(original only)*
 - Family Court Cover Sheet *(original only)*
 - Petition for Dissolution of Non-Covenant Marriage without Minor Children

- ✓ Required Filing Fee (or) a completed Application for Deferral or Waiver of Filing Fees with **ONE** of the following attached to the application:
 - A copy of your last two (2) paycheck stubs.
 - A notarized statement of non-employment. Any persons you are living with at this time who is assisting you financially may sign a notarized document stating they are supporting you at this time.
 - If you receive Food Stamps, SSI, Unemployment or any governmental assistance we will need a copy or your letter of assignment/award or verification of the amount of assistance you receive each month.

FILING BY MAIL

If you are filing by mail your documents must be mailed to:

**Clerk of the Superior Court
P.O. Box 2730
Florence, AZ 85132**

To file the Petition for Dissolution of Non-Covenant Marriage without Minor Children by mail, please mail the following documents:

- ✓ Original plus two (2) copies of:
 - Summons
 - Notice Regarding Creditors
 - Notice of Right to Convert Health Insurance
 - Preliminary Injunction
 - Sensitive Date Sheet (*original only*)
 - Family Court Cover Sheet (*original only*)
 - Petition for Dissolution of Non-Covenant Marriage without Minor Children
- ✓ Required Filing Fee (or) a completed Application for Deferral or Waiver of Filing Fees with **ONE** of the following attached to the application:
 - A copy of your last two (2) paycheck stubs.
 - A notarized statement of non-employment. Any persons you are living with at this time who is assisting you financially may sign a notarized document stating they are supporting you at this time.
 - If you receive Food Stamps, SSI, Unemployment or any governmental assistance we will need a copy or your letter of assignment/award or verification of the amount of assistance you receive each month.
- ✓ One appropriate sized self-addressed **stamped** envelope for the return of your conformed/stamped copies.

STEP 6: SERVING YOUR SPOUSE (THE RESPONDENT)

- Although you and your spouse agree to all terms of the divorce, you must still complete Service upon the other party (the Respondent).
- Service means giving legal notice to the other party (the Respondent) that you have filed court papers and proof of that notice (service) must be filed with the Court.
- Service upon the other party (the Respondent) may not be completed until after you have filed the Court papers with the Court.
- There are different ways to serve the other party (the Respondent) you may read through the different methods of service listed below to help determine which method of service is right for your case.
- Each service method listed below is included in this packet, only **ONE** method of service must be completed.

ACCEPTANCE OF SERVICE: the other party must be willing to sign the “Acceptance of Service” form in front of a Notary Public and return it to you. The other party cannot sign the “Acceptance of Service” until after you have filed the court papers with the court. The other party’s signature on the “Acceptance of Service” does not mean that he/she agrees with the court papers. It means that the other party admits receiving the papers, without being served in person by the sheriff or a process server.

SERVICE BY CERTIFIED MAIL: This method of service allows you to give notice by a special type of mail. You can send the court papers by giving the post office copies of the court papers in an envelope, postage prepaid, to be sent to the other party by any form of mail requiring a signed and returned receipt. This is often called *Certified Mail, Restricted Delivery* by the post office. This means that the other party must sign for the papers. The Post Office will then return to you a Green Return Receipt containing the other party’s signature. The Green Return Receipt will then need to be attached to the completed *Affidavit of Service by Certified Mail*. The *Affidavit of Service by Certified Mail* form must be completed/filled out in full and signed in front of a Notary Public. You will then submit to the Court the original *Affidavit of Service by Certified Mail*

STEP 7: WAITING PERIOD

According to ARS §25-329 the Court shall not consider a submission of a motion supported by affidavit or hold a trial or hearing on an application for a decree of dissolution of marriage or legal separation until sixty days after the date of service of process or the date of acceptance of process.

Once you have filed your papers with the Court and served the court documents on the other party (the Respondent) and filed the appropriate proof of service with the Clerk's office, you now must wait sixty-one (61) days from the date of service upon the other party (the Respondent).

- If the other party (the Respondent) signed an *Acceptance of Service*, the sixty-one (61) days would be counted from the date the Respondent signed before the Notary Public accepting service of the Court papers.
- If the other party (the Respondent) was served by *Certified Mail*, the sixty-one (61) days would be counted from the date the Respondent signed the *Green Return Receipt*.

STEP 8: SUBMITTING YOUR FINAL CONSENT DECREE

- If you (the Petitioner) and your spouse (the Respondent) both agree to all terms of the divorce, you may submit the final Consent Decree. The Consent Decree is the final document both parties will sign in front of a Notary Public agreeing to all terms of the divorce. A Consent Decree may be submitted if sixty-one (61) days from the date of service has passed.
- An Additional order (Income Withholding Order) is also required if spousal support is being awarded. When submitting a Consent Decree, you are required to submit the original plus two copies of all documents and orders along with two (2) self-addressed stamped envelopes.

- The Consent Decree has been included in this packet. The Consent Decree Packet includes all necessary and/or required forms along with instructions for proper completion.

The Conciliation Court offers a Family Law Facilitator that is willing to review forms for accuracy and completeness. There is NO attorney-client relationship established and the Family Law Facilitator CANNOT provide legal advice. You may however, make an appointment with the Family Law Facilitator to assist you and your spouse with preparing the final Consent Decree. They are available to answer general questions, explain court rules, procedures, practices and review forms.

Call 520-866-7349 or email Mediator-pinal@courts.az.gov for more information.

Name of Person Filing: _____
 Street Address: _____
 City, State, Zip Code: _____
 Telephone Number: _____
 Email Address: _____
 ATLAS Number (if applicable) _____
 Representing Self (No Attorney) or Represented by Attorney
 If Attorney, Bar Number: _____

**SUPERIOR COURT OF ARIZONA
 PINAL COUNTY**

 Name of Petitioner CASE NUMBER: DO2

SUMMONS

 Name of Respondent HONORABLE: _____

WARNING: This is an official document from the court that affects your rights. Read this carefully. If you do not understand it, contact a lawyer for help.

FROM THE STATE OF ARIZONA TO _____
Name of Respondent

1. A lawsuit has been filed against you. A copy of the lawsuit and other court papers are served on you with this **“Summons.”**
2. If you do **not** want a judgment or order taken against you without your input, you must file an **“Answer”** or a **“Response”** in writing with the court, and pay the filing fee. If you do **not** file an **“Answer”** or **“Response”** the other party may be given the relief requested in his/her Petition or Complaint. To file your **“Answer”** or **“Response”** take, or send, the **“Answer”** or **“Response”** to the Office of the Clerk of the Superior Court, 971 Jason Lopez Circle Bldg A , Florence, Arizona 85132 or PO Box 2730, Florence, Arizona 85132-2730; or any satellite office. Mail a copy of your **“Response”** or **“Answer”** to the other party at the address listed on the top of this Summons.
3. If this **“Summons”** and the other court papers were served on you by a registered process server or the Sheriff, **within** the State of Arizona, your **“Response”** or **“Answer”** must be filed within **TWENTY (20) CALENDAR DAYS** from the date you were served, **not counting the day you were served**. If this **“Summons”** and the other papers were served on you by a registered process server or the Sheriff **outside** the State of Arizona, your Response must be filed within **THIRTY (30) CALENDAR DAYS** from the date you were served, **not counting the day you were served**. Service by a registered process server or the Sheriff is complete when made. Service by Publication is complete thirty **(30)** days after the date of the first publication.

4. You can get a copy of the court papers filed in this case from the Petitioner at the address at the top of this paper, or from the Clerk of the Superior Court at the address listed in Paragraph 2 above.
5. If this is an action for dissolution (divorce), legal separation or annulment, either or both spouses may file a Petition for Conciliation for the purpose of determining whether there is any mutual interest in preserving the marriage or for Mediation to attempt to settle disputes concerning Legal Decision-Making and parenting time issues regarding minor children.
6. Requests for reasonable accommodation for persons with disabilities must be made to the office of the judge or commissioner assigned to the case, at least five (5) days before your scheduled court date.

GIVEN UNDER MY HAND AND SEAL OF THE COURT

_____ **Date**

**Amanda Stanford
Clerk of the Superior Court**

By _____

Deputy Clerk

Name of Person Filing: _____
 Street Address: _____
 City, State, Zip Code: _____
 Telephone Number: _____
 Email Address: _____
 ATLAS Number (if applicable) _____
 Representing Self (No Attorney) or Represented by Attorney
 If Attorney, Bar Number: _____

**SUPERIOR COURT OF ARIZONA
 PINAL COUNTY**

 Name of Petitioner

CASE NUMBER: DO2

NOTICE REGARDING CREDITORS

 Name of Respondent

HONORABLE: _____

ARIZONA LAW REQUIRES all actions for **DIVORCE** or **LEGAL SEPARATION** to include this **NOTICE** and for the person filing for Divorce or Legal Separation to **SERVE** this **NOTICE** on the other party. (ARS 25-318(F)).

YOU AND YOUR SPOUSE ARE RESPONSIBLE FOR COMMUNITY DEBTS. The court usually requires/orders one spouse or the other to pay certain community debts in, or through, the Decree of Dissolution or Legal Separation. A court order that does this is binding on the spouses **only, not the creditors**. You and your spouse are legally responsible for these community debts whether you are married, divorced, or legally separated. These debts are matters of contract between **both of you** and your creditors (such as banks, credit unions, credit card companies, utility companies, medical providers and retailers). On request, the court may impose a lien against the separate property of a spouse to secure payment of certain community debts.

CONTACT CREDITORS: You may want to contact your creditors to discuss the debts and the effects of your divorce/legal separation on your debts. To assist you in identifying your creditors, you may obtain a copy of your spouse's credit report by making a written request to the court for an order requiring a credit reporting agency to release the report to you. The credit report will help you identify accounts, account numbers and account balances. In addition, within thirty (**30**) days after receipt of a request from a spouse who is party to a divorce or legal separation, which includes the court and cause number of the action, creditors are required, by law, to provide information as to the balance and account status of any debts for which you or your spouse may be liable to the creditor.

WARNING: If you do not understand this notice, you should contact an attorney for advice about your legal rights and obligations.

The following page contains a sample form you *may* choose to mail to creditors to get information about debts owed by you or your spouse. It is not a required form.

REQUEST FOR ACCOUNT INFORMATION FROM CREDITORS

You may use this form to request information about debt owed by you or your spouse.
If so, send to the creditor. **DO NOT FILE THIS PAGE WITH THE COURT.**

DATE: _____

CREDITOR'S NAME: _____

CREDITOR'S ADDRESS: _____

Regarding: Superior Court of Arizona in Pinal County

Case Name: _____

Case Number: _____

Pursuant to Arizona State Law (ARS 25-318), this letter requests the balance and account status of any debt for which the following individuals may be liable to you. (Arizona law requires that you provide this information within thirty (30) days of receipt of this letter.)

INFORMATION ABOUT DEBTORS/SPOUSES:

Your Name: _____

Your Address: _____

Your Phone Number: _____

Your Spouse's Name: _____

Your Spouse's Address: _____

INFORMATION ABOUT THE ACCOUNT:

Account Number(s): _____

If you have any questions or if I can be of further assistance, please feel free to contact me.

Sincerely,

Your Name: _____

Your Signature: _____

**SUPERIOR COURT OF ARIZONA
PINAL COUNTY**

CASE NUMBER: DO2

Name of Petitioner

**NOTICE OF YOUR RIGHTS ABOUT HEALTH
INSURANCE COVERAGE WHEN A PETITION
FOR DISSOLUTION (DIVORCE) IS FILED
(A.R.S. 20-1377 AND 20-1408)**

Name of Respondent

HONORABLE: _____

**WARNING: THIS IS AN IMPORTANT LEGAL NOTICE. YOUR RIGHTS TO HEALTH INSURANCE COVERAGE
COULD BE AFFECTED AFTER YOUR DIVORCE IS FINAL. READ THIS NOTICE CAREFULLY. IF YOU DO NOT
UNDERSTAND THIS NOTICE, YOU SHOULD CALL AN ATTORNEY FOR ADVICE ABOUT YOUR LEGAL RIGHTS
AND OBLIGATIONS.**

IMPORTANT INFORMATION IF YOU ARE ON YOUR SPOUSE'S INSURANCE PLAN: When a Petition for Dissolution of Marriage (papers for a divorce decree) is filed, you and/or your children may continue to be covered under your spouse's health insurance policy. Arizona law allows the dependent spouse and/or children to continue to be covered, but you must take some steps to protect your rights.

WHAT INSURANCE COVERAGE APPLIES TO YOU, AND HOW TO GET IT: If you are covered by your spouse's health insurance, and you want to continue to be covered after the divorce is final, you **must** contact the insurance company as soon as possible, and you **must** start to pay the monthly insurance premium within 31 days of the date the insurance would otherwise stop.

If you decide you want to be covered, the insurer can choose whether to continue coverage under the current policy, or to change the policy to your name. If the policy is changed to your name, it is called a "converted"; policy. If the policy is converted by the insurer, the insurer must provide you the same or the most similar level of coverage available, unless you ask for a lower level of coverage.

WHAT COVERAGE APPLIES TO YOUR CHILDREN: If you choose to continue coverage as a dependent spouse, you can also choose to continue coverage for your dependent children if you are responsible for their care or support.

PREEXISTING CONDITIONS OR EXCLUSIONS FROM INSURANCE COVERAGE: Whether the insurance is continued or converted, the insurance must be provided to you without proof of insurability and without exclusions for coverage other than what was previously excluded before the insurance was continued or converted.

LIMITS ON RIGHTS TO INSURANCE COVERAGE FOR YOU AND YOUR CHILDREN: You may **not** be entitled to continued or converted coverage if you are eligible for Medicare or for coverage by other similar types of insurance which together with the continued coverage would make you over-insured. However, dependent children of a person who is eligible for Medicare may be covered by a continuance or a conversion. If you have questions about coverage, check with the insurer and/or the spouse's employer.

WARNING TO THE SPOUSE FILING THE PETITION FOR DISSOLUTION (DIVORCE): This Notice must be served on your spouse together with the Petition for Dissolution, the Summons, and the Preliminary Injunction.

Name of Person Filing: _____
 Street Address: _____
 City, State, Zip Code: _____
 Telephone Number: _____
 Email Address: _____
 ATLAS Number (if applicable) _____
 Representing Self (No Attorney) or Represented by Attorney
 If Attorney, Bar Number: _____

**SUPERIOR COURT OF ARIZONA
 PINAL COUNTY**

_____ CASE NUMBER: DO2
 Name of Petitioner

PRELIMINARY INJUNCTION

_____ HONORABLE: _____
 Name of Respondent

WARNING: This is an official Order from the court. It affects your rights. Read this Order immediately and carefully. If you do not understand it, contact a lawyer for help.

Your spouse has filed a ***“Petition for Dissolution”*** (Divorce) or ***“Petition for Annulment”*** or ***“Petition for Legal Separation”*** with the court. This Order is made at the direction of the Presiding Judge of the Superior Court of Arizona in Pinal County. This Order has the same force and effect as any order signed by the judge. You and your spouse **must** obey this Order. This Order may be enforced by any remedy available under the law, including an ***“Order of Contempt of Court.”*** To help you understand this Order, we have provided this explanation. Read the explanation and then read the statute itself. **If you have any questions, you should contact a lawyer for help.**

EXPLANATION: (What does this Order mean to you?)

1. **ACTIONS FORBIDDEN BY THIS ORDER:** From the time the ***“Petition for Dissolution”*** (Divorce) or ***“Petition for Annulment”*** or ***“Petition for Legal Separation”*** is filed with the court, until the judge signs the Decree, or until further order of the court, both the Petitioner and the Respondent **shall not** do any of the following things:
 - ✓ You may **not** hide earnings or community property from your spouse, **AND**
 - ✓ You may **not** take out a loan on the community property, **AND**
 - ✓ You may **not** sell the community property or give it away to someone, **UNLESS** you have the written permission of your spouse or written permission from the court. The law allows for situations in which you may need to transfer joint or community property as part of the everyday running of a business, or if the sale of community property is necessary to meet necessities of life, such as food, shelter, or clothing, or court fees and attorney fees associated with this action. If this applies to you, you should see a lawyer for help, **AND**
 - ✓ Do **not** harass or bother your spouse or the children, **AND**
 - ✓ Do **not** physically abuse or threaten your spouse or the children, **AND**
 - ✓ Do **not** take the minor children, common to your marriage, out of the State of Arizona for any reasons, without a written agreement between you and your spouse or a Court Order, **before** you take the minor children out of the State.

- ✓ Do **not** remove, or cause to be removed, the other party or the minor children of the parties from any existing insurance coverage, including medical, hospital, dental, automobile and disability insurance. Both parties shall maintain all insurance coverage in full force and effect.

STATUTORY REQUIREMENTS: Arizona Law, A.R.S. 25-315(A) provides:

- 1(a). **RESTRICTIONS ON PROPERTY OF THE MARRIAGE:** That both parties are enjoined from transferring, encumbering, concealing, selling, or otherwise disposing of any of the joint, common or community property of the parties, **except** if related to the usual course of business, the necessities of life, or court fees and reasonable attorney fees associated with an action filed under this article, without the written consent of the parties or the permission of the court.
- 1(b). **REQUIREMENTS OF BEHAVIOR:** That both parties are enjoined from molesting, harassing, disturbing the peace, or committing an assault or battery on, the person of the other party or any natural or adopted child of the parties.
- 1(c). **RESTRICTIONS ABOUT YOUR MINOR CHILDREN:** That both parties are enjoined from removing any natural or adopted minor child(ren) of the parties, then residing in Arizona, from the jurisdiction of the court without the prior written consent of the parties or the permission of the court.
- 1(d). **RESTRICTIONS ABOUT INSURANCE:** That both parties are enjoined from removing, or causing to be removed, the other party or the minor children of the parties from any existing insurance coverage, including medical, hospital, dental, automobile and disability insurance. Both parties shall maintain all insurance coverage in full force and effect.
2. **EFFECTIVE DATE OF THIS ORDER:** This Order is effective against the person who filed for divorce, annulment, or legal separation (the Petitioner) when the Petition was filed with the court. It is effective against the other party (the Respondent) when it is served on the other party, or on actual notice of the Order, whichever is sooner. This Order shall remain in effect until further order of the court, or the entry of a Decree of Dissolution, Annulment, or Legal Separation.
3. **ORDER TO PETITIONER:** You **must** serve a copy of this Order upon the Respondent, along with a copy of the Petition for Dissolution, Annulment or Legal Separation, the Summons, and other required court papers.
4. **WARNING:** This is an official Court Order. If you disobey this Order, the court may find you in contempt of court. You may also be arrested and prosecuted for the crime of interfering with judicial proceedings and any other crime you may have committed by disobeying this Order.
5. **LAW ENFORCEMENT:** You or your spouse may file a certified copy of this Order with your local law enforcement agency. You may obtain a certified copy from the Clerk of the Court that issues this Order. If any changes are made to this Order and you have filed a certified copy of this Order with your local law enforcement agency, you **must** notify them of the changes.
6. **DESCRIPTION OF THE PARTIES:**

Petitioner:

Name: _____
 Height: _____
 Date of Birth: _____

Gender: Male Female
 Weight: _____

Respondent:

Name: _____
 Height: _____
 Date of Birth: _____

Gender: Male Female
 Weight: _____

GIVEN UNDER MY HAND AND SEAL OF THE COURT

_____ Date

Amanda Stanford
Clerk of the Superior Court

By _____
 Deputy Clerk

Name of Person Filing: _____
 Telephone Number: _____
 Email Address: _____
 ATLAS Number (if applicable) _____
 Representing Self (No Attorney) or Represented by Attorney
 If Attorney, Bar Number: _____

**SUPERIOR COURT OF ARIZONA
 PINAL COUNTY**

 Name of Petitioner

CASE NUMBER: _____

**SENSITIVE DATA SHEET
 (CONFIDENTIAL RECORD)**

 Name of Respondent

HONORABLE: _____

Fill out. File with Clerk of Court. Social Security Numbers should appear on this form only and should be omitted from other court forms. Access Confidential pursuant to A.R.F.L.P. 43(G)(1).

A.	Personal Information:	Petitioner	Respondent
	Name	_____	_____
	Gender	<input type="checkbox"/> Male or <input type="checkbox"/> Female	<input type="checkbox"/> Male or <input type="checkbox"/> Female
	Date of Birth (Month/Day/Year)	_____	_____
	Social Security Number	_____	_____
	Driver's License Number	_____	_____

WARNING: DO NOT INCLUDE MAILING ADDRESS ON THIS FORM IF REQUESTING ADDRESS PROTECTION

Mailing Address	_____	_____
City, State, Zip Code	_____	_____
Contact Phone	_____	_____
Email Address	_____	_____
Current Employer Name	_____	_____
Employer Address	_____	_____
Employer City, State, Zip Code	_____	_____
Employer Telephone Number	_____	_____
Employer Fax Number	_____	_____

B. Child(ren) Information:			
Child Name	Gender	Child Social Security Number	Child Date of Birth
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Clerk of Court Issued: _____

***For Court Use Only. NOT Public Record. Do NOT Provide A Copy Of This Document To The Other Party.**

Arizona Superior Court, Pinal County Family Court Cover Sheet

CASE NUMBER <u>DO 2</u> ATLAS NUMBER(S) _____	Judge _____
--	-------------

<p style="text-align: center;">PETITIONER'S NAME AND ADDRESS</p> Name: _____ Address: _____ City/State/Zip: _____ Phone Number: _____ Email Address: _____ DOB: _____	<p style="text-align: center;">RESPONDENT'S NAME AND ADDRESS</p> Name: _____ Address: _____ City/State/Zip: _____ Phone Number: _____ Email Address: _____ DOB: _____
<p style="text-align: center;">PETITIONER'S ATTORNEY</p> Name/State Bar #: _____ Address: _____ City/State/Zip: _____ Phone Number: _____	<p style="text-align: center;">EMERGENCY ORDER SOUGHT</p> <input type="checkbox"/> Order of Protection <input type="checkbox"/> Temporary Order <input type="checkbox"/> Other _____ (Specify)
<p>Do you or the other party need an interpreter?</p> <p style="text-align: center;"><input type="checkbox"/> Yes <input type="checkbox"/> No</p> If yes, what language: _____	<p>FEEES: <input type="checkbox"/> PAID <input type="checkbox"/> NOT PAID - REASON</p> <p style="margin-left: 40px;"> <input type="checkbox"/> Political Subdivision/Government Agency <input type="checkbox"/> Deferred <input type="checkbox"/> Waived </p>

ACTION REQUESTED: Check Only One Box

DISSOLUTION (Divorce)

- With Children
- Without Children

- Legal Separation
- Paternity/Maternity
- Annulment
- Legal Decision-Making
- Order of Protection
- Foreign Judgment
- Domesticated Decree
- Foreign Judgment for Legal Decision-Making
- Establish Support
- Habeas Corpus
- Visitation
- Emergency Order of Protection
- Other _____
(Specify)

Name of Person Filing: _____
Street Address: _____
City, State, Zip Code: _____
Telephone Number: _____
Email Address: _____
ATLAS Number (if applicable) _____
 Representing Self (No Attorney) or Represented by Attorney
If Attorney, Bar Number: _____

**SUPERIOR COURT OF ARIZONA
PINAL COUNTY**

Name of Petitioner

CASE NUMBER: DO
(Leave Blank)

PETITION FOR DISSOLUTION OF A NON-COVENANT MARRIAGE (DIVORCE) WITHOUT MINOR CHILDREN

Name of Respondent

HONORABLE: _____
(Leave Blank)

SERVICE BY PUBLICATION:

If Respondent is served by publication and is not personally served, this Court may be unable to make a legal order with respect to issues of child support, medical and dental insurance, payments, expenses for the minor child(ren), community property or debt, or spousal maintenance/support. The Court reserves jurisdiction until personal service is made upon Respondent to consider the maintenance/support of either spouse, the disposition of community property or debts, child support, and any other relief requested in the Petition or orders deemed necessary by the court.

GENERAL INFORMATION

Information about me, the Petitioner:

Name: _____
Address: _____
Date of Birth: _____
Job Title: _____
How long you have lived in Arizona: _____

Information about my spouse, the Respondent:

Name: _____
Address: _____

Date of Birth: _____

Job Title: _____

How long the Respondent has lived in Arizona: _____

Information about my marriage:

Date of Marriage: _____

Location of Marriage: _____

THIS IS A PETITION FOR A FINAL

“DECREE OF DISSOLUTION OF MARRIAGE WITHOUT MINOR CHILDREN.”

This Court has jurisdiction over the parties under the law, and the provisions of this Petition are fair and reasonable under the circumstances.

***These statements (1-3) must be true and the boxes must be checked for your case to proceed using this paperwork.**

1. *90 Day Requirement

At the time this action is filed, the Petitioner and/or the Respondent has lived in Arizona for more than 90 days, or had been stationed in Arizona while a member of the United States Armed Forces for more than 90 days.

2. *Conciliation Court

You may request a free meeting with yourself, the other party and a counselor to determine if divorce is the right decision for you. You do not need the other party’s consent to request this meeting. Please contact Family Services of Conciliation Court at 520 866 7349 for more information.

We have tried to resolve our problems through Conciliation Services OR going to Conciliation Services would not work.

3. *Irretrievably Broken

The marriage is irretrievably broken and there is no hope of reconciliation.

4. Covenant Marriage

The marriage is **NOT** a covenant marriage.

The marriage is a covenant marriage. (See Arizona Revised Statutes 25-901 and following).

5. Pregnancy

Neither spouse is pregnant.

Wife is pregnant and the other party **is** the natural father of the child.

Wife is pregnant and the other party **is not** the natural father of the child.

6. Domestic Violence

INSTRUCTIONS: Check the relevant box below.

- Domestic violence has not occurred during this marriage.
- Significant domestic violence occurred during this marriage.
- Domestic violence has occurred during this marriage. Even though domestic violence has occurred, it was not significant or committed by both parties.

7. Spousal Maintenance: Money paid from one spouse to the other spouse after the divorce, also known as alimony.

INSTRUCTIONS: Check this box if you do not want either spouse to receive spousal maintenance.

- Neither party is entitled to spousal maintenance

INSTRUCTIONS: If you want the other party to pay you spousal maintenance, check the box that says "Petitioner". If you want to pay the other party spousal maintenance, check the box that says "Respondent".

- Petitioner OR** **Respondent** is entitled to spousal maintenance because s/he

INSTRUCTIONS: You must also check at least one of the following four boxes explaining why spousal maintenance is appropriate.

- Lacks sufficient property, including given to him or her as part of this divorce, to provide for his or her reasonable needs.
- Is unable to be self-sufficient through appropriate employment or is the custodian of a child whose age or condition is such that the custodian should not be required to seek employment outside the home or lacks earning ability in the labor market adequate to be self-sufficient.
- Contributed to the educational opportunities of the other spouse.
- Had a marriage of long duration and is of an age that may preclude the possibility of gaining employment adequate to be self-sufficient.

REQUESTS THE COURT TO ORDER

1. Marriage is Dissolved

- The marriage of the parties is dissolved and the parties are restored to the legal status of single persons.

2. Name Change *Optional*

INSTRUCTIONS: Check this box only if you want to use your maiden or former name. If you check the box, also check the box next to whoever is changing his or her name, either Petitioner or Respondent. In the first blank, write out the complete married name, including the middle name. In the second blank, write out the complete maiden name/former name.

- The name of the Petitioner **OR** Respondent, whose complete married name is:

is restored to: (List the complete legal name or maiden name as before the marriage)

3. Spousal Maintenance

INSTRUCTIONS: Earlier in the Petition you told the court whether or not one of the parties should receive spousal maintenance from the other party. Here, you tell the court how much per month and for how long that spouse should receive spousal maintenance or if neither party should pay spousal maintenance to the other party.

Neither party to pay spousal maintenance to the other party.

OR

Petitioner shall receive spousal maintenance from Respondent in the amount of \$_____ per month and the payments to continue until the receiving party is remarried or deceased.

OR

Petitioner shall receive spousal maintenance from Respondent in the amount of \$_____ per month and the payments to continue until the receiving party is remarried or deceased or for _____ months, whichever comes first.

OR

Respondent shall receive spousal maintenance from Petitioner in the amount of \$_____ per month and the payments to continue until the receiving party is remarried or deceased.

OR

Respondent shall receive spousal maintenance from Petitioner in the amount of \$_____ per month and the payments to continue until the receiving party is remarried or deceased or for _____ months, whichever comes first.

INSTRUCTIONS: Do you want either the other party or yourself to be able to modify spousal maintenance in the future? If so, check the first box. If not, check the second box.

Spousal maintenance shall be modified in accordance with Arizona law.

Spousal maintenance shall NOT be modifiable for any reason.

4. Debt

INSTRUCTIONS: You must identify all of your debt as either community debt or separate debt. **Community debts** are debts that you or the other party incurred during the marriage. **Separate debts** are debts that you or the other party incurred before the marriage.

- a. **Community Debt:** Community debts are debts incurred by either party during the marriage. You should see a lawyer about how to divide secured and unsecured debts. Community debts shall be divided as follows:

INSTRUCTIONS: Check this box if you do not have any community debt.

My spouse and I do not have any community debts.

INSTRUCTIONS: Check this box if you have community debt. List all community debts, the total owed, and the amount OR percentage to be paid by each party. If you need more space attach an additional sheet of paper and check the box "The list continues on attached page."

My spouse and I have community debts which shall be divided as follows:

Creditor Name	Amount Owed	Amount or Percent to be paid by Petitioner	Amount or Percent to be paid by Respondent
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

- The list continues on attached page.
- Petitioner is ordered to pay all debts unknown to Respondent.
- Respondent is ordered to pay all debts unknown to Petitioner.
- Each party is ordered to pay his or her debts incurred since (date)_____.
- Any debts or obligations incurred by either party before the date of separation, that are not identified in the list above or attached, shall be paid by the party who incurred the debt or obligation and that party shall indemnify and hold the other party harmless from such debts.

b. Separate Debt: Separate debts are debts incurred before the marriage. Check ONLY one of the three boxes. If you check the last box, list your separate debts, the total owed, and the amount or percentage to be paid by each party. Separate debts shall be divided as follows:

- Neither my spouse nor I have any separate debt.
- My spouse and/or I have separate debts and Husband must pay his separate debt and Wife must pay her separate debt.
- My spouse and/or I have separate debts and they shall be divided as follows:

Creditor Name	Amount Owed	Amount or Percent to be paid by Petitioner	Amount or Percent to be paid by Respondent
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

5. Property

IMPORTANT: If there is a piece of property with a debt attached such as a car with a loan, you must list the property under “Property” and the debt under “Debt”.

INSTRUCTIONS: You must identify all of your property as either community property or separate property. **Community property** is property that you acquired during the marriage, but was not gifted to either you or the other party and that was not inherited. **Separate property** is property that you acquired before the marriage, property that was gifted to either you or the other party, or that was inherited.

a. Community Property: Community Property is property that was acquired during the marriage, which was not gifted to one party or inherited. Community Property shall be divided as follows:

My spouse and I did not acquire any community property during the marriage.

OR

My spouse and I acquired community property during the marriage and it should be divided as follows: *Include vehicles on this list.*

Description of Property	Awarded to Petitioner	Awarded to Respondent	Value
_____	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
_____	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
_____	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
_____	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
_____	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
_____	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
_____	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
_____	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
_____	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
_____	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____

b. Separate Property: Separate property is property acquired before the marriage, property that was gifted to one party, or that was inherited. Separate Property to be divided as follows:

My spouse and I do not have separate property.

My spouse and/or I have separate property and each party shall be awarded his or her own separate property.

My spouse and/or I have separate property, which shall be divided as follows:

Description of Property	Awarded to Petitioner	Awarded to Respondent	Value
_____	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
_____	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
_____	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
_____	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
_____	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____

c. Real Property: Real property is the house and land you own. You can ask the court to give you the home, to give the home to the other party, or to sell the home and divide any loss or proceeds. Write the complete address of the property under "real property located at". Most property has a legal description such as "LOT 77, PINE TREE ACRES, according to Book 111 of Maps" which appears on your deed papers. You should use this description. A cemetery plot is considered real property.

- My spouse and I do not have real property.
- My spouse and I have real property located at: _____ valued at approximately \$ _____. The legal description of the property is (this information is needed prior to an order being entered regarding real property):

The real property shall be sold and any loss or proceeds divided with Petitioner being awarded _____% and Respondent being awarded _____%.

- The real property shall be awarded to Petitioner.
- The real property shall be awarded to Respondent.

The party being awarded the real property will refinance the real property solely in his or her name on or before _____ (insert date). If unsuccessful, the real property will be _____

INSTRUCTIONS: Complete only if there is a second property.

- My spouse and I do not have additional real property.
- My spouse and I have additional real property located at: _____ valued at approximately \$ _____. The legal description of the property is (this information is needed prior to an order being entered regarding real property):

The real property shall be sold and any loss proceeds divided with Petitioner being awarded _____% and Respondent being awarded _____%.

- The real property shall be awarded to Petitioner.
- The real property shall be awarded to Respondent.

The party being awarded the real property will refinance the real property solely in his or her name on or before _____ (insert date). If unsuccessful, the real property will be _____

d. Retirement:

WARNING: You should see a lawyer about your retirement accounts. If you do not see a lawyer regarding these assets, you risk losing any interest you have in these plans and/or benefits. There are certain documents the plan administrator must have. It is recommended that you consult with a lawyer to help you prepare these documents.

INSTRUCTIONS: A retirement account is considered property. Any part of the retirement that grew during the marriage is community property. Any part of the retirement that existed before the marriage, is separate property. You do not need to list the retirement under "Property" if you list it here.

IMPORTANT: If you want to divide the retirement account(s) you must see an attorney about a document called a Qualified Domestic Relations Order (QDRO) or a Court Order Acceptable for Processing (COAP). A QDRO or a COAP is a very specialized legal document. It is recommended that you seek professional assistance to prepare the QDRO or COAP. Do not have this done until a judge signs your Decree.

- Neither party has a retirement account.
- Each party **waives and gives** up his/her interest in any and all retirement benefits, pension plans, or other deferred compensation of the other party.
- Divide retirement accounts as follows:

6. Taxes

INSTRUCTIONS: This question is asking how you and the other party have filed taxes during the time you were married.

a. For **previous** calendar years, pursuant to IRS rules and regulations, the parties have filed or will file:

INSTRUCTIONS: If you and the other party ever filed jointly, check this box and list the tax years you filed jointly.

Joint federal and state income tax returns for (years) _____ and hold each other harmless from half of all income taxes and costs, if any, and each party will share equally in tax refunds, if any.

INSTRUCTIONS: If you and the other party ever filed separately, check this box and list the tax years you filed separately.

Separate federal and state income tax returns for (years) _____.

Other: _____

This calendar year and continuing thereafter, each party will file separate federal and state income tax returns.

Each party shall give the other party all necessary documentation to file all tax returns, unless that information is protected.

Other information and request(s) regarding taxes:

7. Other Requests:

INSTRUCTIONS: Use this space to ask the court for anything that you want the court to do but have not asked for yet.

OATH OR AFFIRMATION AND VERIFICATION:

I swear or affirm that the information on this document is true and correct under penalty of perjury.

Date

Signature

State of Arizona)

)

County of _____)

Subscribed and sworn (or affirmed) before me this _____ day of _____, 20____
(Day) (Month) (Year)

by _____
(Name of Signer)

(Affix notary seal here)

Notary Public (Notary's Signature)

SERVICE OF COURT PAPERS FAMILY COURT CASES ONLY

(When Parties AGREE to all terms of the Divorce)



PINAL COUNTY

**HOW TO SERVE NOTICE AS
REQUIRED OR PERMITTED BY LAW**

STEP 2

(Please complete step two before proceeding to the next step)

INSTRUCTIONS AND FORMS

Provided as a Public Service by

AMANDA STANFORD

Clerk of the Superior Court

HOW TO SERVE COURT PAPERS ON THE OTHER PARTIES

TABLE OF CONTENTS

This packet contains general information, court forms, instructions and procedures for **servicing** court papers, delivering court papers as permitted or required by law. Use **only** the forms that apply to the method of service you have chosen. Do **NOT** copy or file information, instruction or procedures pages with the Court.

Order	Title	# of Pages
1	Table of Contents (this page)	1
2	Family Court Acceptance of Service	3
3	How to Serve the Other Party by Certified Mail	1
4	Affidavit Supporting Service by Certified Mail	2

You have permission to use them for any lawful purpose. These forms shall not be used to engage in the unauthorized practice of law. The Court assumes no responsibility and accepts no liability for actions taken by users of these documents, including reliance on their contents. The documents are under continual revision and are current only for the day they were received. It is strongly recommended that you verify on a regular basis that you have the most current documents.

Name of Person Filing: _____
 Street Address: _____
 City, State, Zip Code: _____
 Telephone Number: _____
 Email Address: _____
 ATLAS Number (if applicable) _____
 Representing Self (No Attorney) or Represented by Attorney
 If Attorney, Bar Number: _____

**SUPERIOR COURT OF ARIZONA
 PINAL COUNTY**

 Name of Petitioner CASE NUMBER: DO2

**FAMILY COURT
 ACCEPTANCE OF SERVICE
 A.R.F.L.P. RULE 40**

 Name of Respondent HONORABLE: _____

Check the box to indicate each document you received. Do **not** check the box unless you received the document listed beside it. If your case is not one of the types listed, list the type of case and the documents you received from the other party under "Other Type Case" on the next page.

1. BY SIGNING THIS DOCUMENT, I STATE UNDER OATH OR AFFIRMATION THAT I HAVE RECEIVED AND ACCEPTED THE LEGAL PAPERS INDICATED (CHECKED) BELOW

**DIVORCE (OR ANNULMENT)
 WITH CHILDREN**

- Petition
- Summons
- Preliminary Injunction
- Health Insurance Notice
- Parent Info. Program Notice
- Notice to Creditors
- Affidavit Regarding Minor Children
- Parenting Plan
- Child Support Worksheet

**LEGAL SEPARATION
 WITH CHILDREN**

- Petition
- Summons
- Preliminary Injunction
- Health Insurance Notice
- Parent Info. Program Notice
- Notice to Creditors
- Affidavit Regarding Minor Children
- Parenting Plan
- Child Support Worksheet

TEMPORARY ORDERS

- Motion for Temporary Order
- Order to Appear
- Temporary Orders
- Affidavit of Financial Info.
- Child Support Worksheet
- Parenting Plan

**DIVORCE (OR ANNULMENT)
 WITHOUT CHILDREN**

- Petition
- Summons
- Preliminary Injunction
- Health Insurance Notice
- Notice to Creditors

**LEGAL SEPARATION
 WITHOUT CHILDREN**

- Petition
- Summons
- Preliminary Injunction
- Health Insurance Notice
- Notice to Creditors

PATERNITY (TO ESTABLISH)

- Petition
- Summons
- Parent Info. Program Notice
- Affidavit Regarding Minor Children
- Parenting Plan
- Child Support Worksheet

CHILD LEGAL DECISION-MAKING, PARENTING TIME, SUPPORT

(to establish when paternity already *legally* established)

- Petition
- Summons
- Parent Info. Program Notice
- Affidavit Regarding Minor Children
- Parenting Plan
- Child Support Worksheet

ENFORCEMENT

- Petition
- Order to Appear

MODIFY CHILD SUPPORT 15% OR MORE

("Simplified Mod")

- Petition to Modify
- Parents Worksheet for Child Support
- Blank Request for Hearing

MODIFY CHILD SUPPORT ("Standard Mod")

- Petition to Modify Child Support – Std. Process
- Affidavit of Financial Information
- Order to Appear

**STOP ORDER OF ASSIGNMENT/
INCOME WITHHOLDING ORDER**

- Petition to Stop Order of Assignment
- Blank Request for Hearing

CHILD SUPPORT

(to establish when paternity already *legally* established)

- Petition
- Order to Appear
- Child Support Worksheet

MODIFY SPOUSAL MAINTENANCE OR SPOUSAL

AND CHILD SUPPORT ("Standard Mod")

- Petition to Modify Support Order
- Order to Appear
- Affidavit of Financial Information

**MODIFY CHILD LEGAL DECISION-MAKING &/OR
PARENTING TIME AND SUPPORT**

- Petition to Modify
- Parents' Worksheet for Child Support
- Notice of Filing for Modification of Legal decision-making
- Affidavit Regarding Minor Children

**MODIFY (Change) ORDER OF ASSIGNMENT/
INCOME WITHHOLDING ORDER**

- Petition to Modify Order of Assignment
- Blank Request for Hearing

LIST OTHER CASE TYPE HERE: (Example: "Annulment") _____
(Below, list name of each document you received: Example: "Petition for Annulment", "Summons", etc.)

- 2. ACCEPT AND WAIVE FORMAL SERVICE.** I waive formal service of process by a process server or sheriff. I understand accepting these papers is the same as if I were personally served under Arizona Law [A.R.F.L.P. Rule 40 (F)]
- 3. RESPONSE DEADLINE.** I am aware that accepting service of these court papers and signing this paper does not affect my right or obligation to file a written Response or Answer to this action if I do not agree with any relief asked for in the Petition. I understand I must Respond or Answer within **20** days from the day I signed the original of this Acceptance of Service if I accepted service in Arizona, or **30** days if I received the papers somewhere other than in Arizona.
- 4. DEFAULT JUDGMENT, ORDER OR DECREE.** I understand that if I do not appear and defend in this action in court, within the time allowed by law, that I may lose my right to be heard in this case. I understand that failure to Respond or Answer could result in the court giving the other party any and all things requested in his or her legal papers, through a Default Judgment, Order or Decree.

5. RESTORE NAME. (ONLY in Divorce, Legal Separation or Annulment Cases.)

My complete married name is: (Complete ONLY if you want to change your name)

I want my legal name restored to: (List complete maiden name or legal name before this marriage)

BY SIGNING BELOW, I swear or affirm that I have read and understand the contents of this document and that I have received and accepted the legal documents indicated above.

Date

Signature

State of Arizona)

)

County of _____)

Subscribed and sworn (or affirmed) before me this _____ day of _____, 20 _____

(Day)

(Month)

(Year)

by _____

(Name of Signer)

(Affix notary seal here)

Notary Public (Notary's Signature)

PROCEDURES

How to Serve Court Papers by Certified Mail

USE THIS PROCEDURE ONLY after you have filed your papers with the court.

STEP 1: **GO TO THE POST OFFICE** and tell the clerk you would like to mail the other party a letter as follows:

- Certified Mail, and
- Deliver to Addressee Only, and
- Restricted Delivery, and
- Return Receipt Requested, and
- Pay the postage.

STEP 2: **WAIT** for green receipt to be returned with the other party's signature. When you get the green receipt, note the date the other party received and signed for the papers.

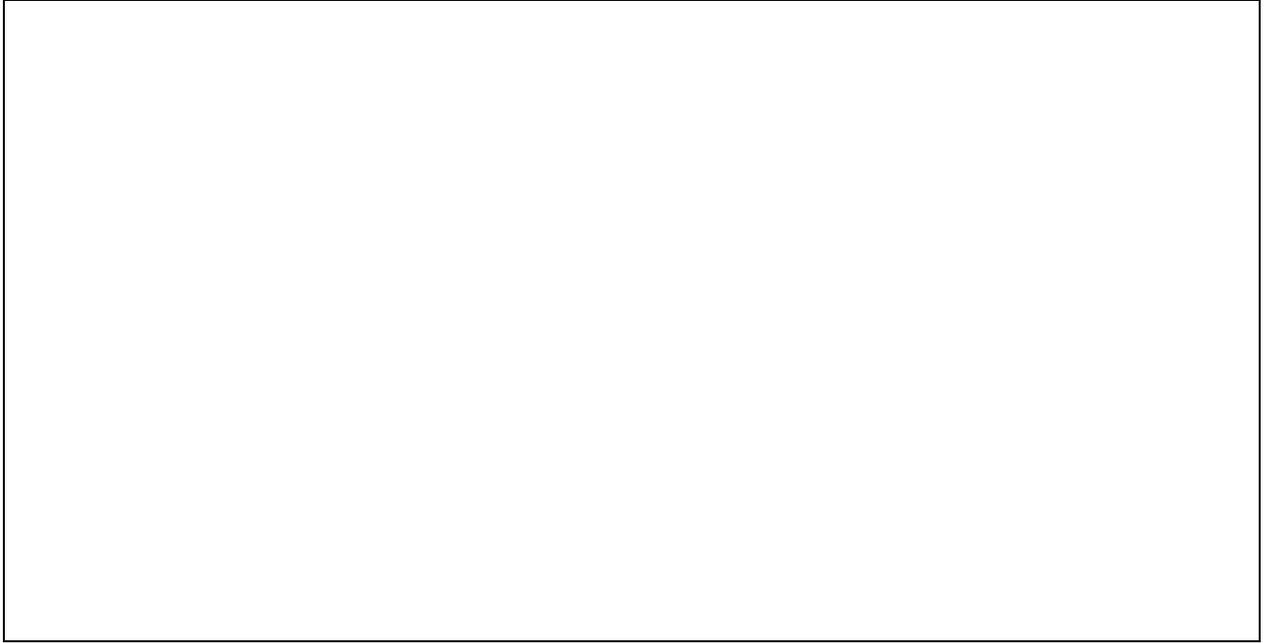
STEP 3: **PAPERS FOR THE COURT**

- **COMPLETE:** Original of ***"Affidavit of Service by Certified Mail."*** Fill in **ALL** information requested on the form before proceeding. Be sure you fill in the date the other party received the papers. If you are unsure of the date, use the date you received the return receipt card. If you fail to list a date, the court may not process your papers and your case may be delayed.
- **ATTACH:** You must attach the original green receipt to the Affidavit to prove how you served the other party.
- **COPY:** Make yourself a copy of the ***"Affidavit of Service by Certified Mail"*** and a copy of the green receipt to keep for your files.

STEP 4: **FILE PAPERS WITH THE COURT.** File the Original ***"Affidavit of Service by Certified Mail"*** and the original green receipt with the Clerk of the Court.

STEP 5: **COUNT.** Note the date the other party was served the papers and start counting the days the other party has to file a Response or Answer. (When counting the days, start counting with the day **after** the other party signed the green receipt.)

DO NOT BRING CHILDREN TO COURT



ATTACH THE ORIGINAL MAIL RETURN RECEIPT HERE

CONSENT DECREE

FOR DIVORCE OF MARRIAGE WITHOUT CHILDREN

(When Parties AGREE to all terms of the Divorce)



PINAL COUNTY

NON-COVENANT MARRIAGE

To Get A Divorce Order/Consent Decree

STEP 3

(Please complete step three before proceeding to the next step)

INSTRUCTIONS AND FORMS
Provided as a Public Service by
AMANDA STANFORD
Clerk of the Superior Court

CONSENT DECREE FOR DISSOLUTION FOR A NON-COVENANT MARRIAGE WITHOUT CHILDREN

This packet contains court forms and instructions to get a decree of divorce for a non-covenant marriage. The documents should appear in order as follows.

Order	Title	# of Pages
1	Table of Contents (this page)	1
2	What the Decree Means & Utilizing a Consent Decree	1
3	Procedures: How to file a Consent Decree	1
4	Consent Decree of Dissolution	10

For Spousal Support, you will need to file an Income Withholding for Support along with the above form. You may find the Income Withholding for Support form on our website at:
<http://www.coscpinalcountyaz.gov/assets/income-withholding-order.pdf>

You have permission to use these documents for any lawful purpose. These forms shall not be used to engage in the unauthorized practice of law. The Court assumes no responsibility and accepts no liability for actions taken by users of these documents, including reliance on their contents. The documents are under continual revision and are current only for the day they were received. It is strongly recommended that you verify on a regular basis that you have the most current documents.

Decree of Dissolution (Divorce) For a Non-Covenant Marriage with Minor Children

What the Decree Means to You. The Decree is the Court Order that legally ends your marriage. The Decree, once the judge or commissioner has signed it, is important because it determines the rights and responsibilities of both you and your ex-spouse. It tells the parties what they can and cannot do. If either party does not do what the Decree tells him/her to do, then the other party may ask the court for help. **This is a very important document.** Once it has been signed by the judge, your rights and responsibilities are affected forever.

Failure to do what the Decree tells you to do could get you into trouble with the court. This does not mean that the court will police whether you are following the Decree. It does mean you or your ex-spouse can request a Contempt Order or an Order to enforce parts of the Decree if you or your ex-spouse fails to do what the Decree tells you to do.

Getting Your Divorce Finalized. Before your divorce can become final, a judicial officer must sign what we call a Decree of Dissolution of Marriage. The Decree tells you who will get the property, who pays the debts, who gets Legal Decision-Making, who pays support and so forth.

Divorce by Default. If you have a Default Hearing, you must repeat as closely as possible what you requested in your Petition. You cannot mark something different in the Decree from what you asked for in the Petition, unless your spouse has provided written consent. If you try to do this, the judicial officer will not sign the Decree. If you want to change your requests to the court, you must file an amended Petition. It is a good idea to have your Petition handy when you fill out your Decree.

The Decree. Fill out the Decree before you go to your hearing or before you give it to the judge to sign. Do not fill in the judge's signature and date. If the judge disagrees with anything you have written, he or she will change it before signing the Decree.

Criteria for Utilizing a Consent Decree

- You or your spouse filed a petition for Divorce or Petition for Legal Separation **AND**,
- You do not have a "covenant" marriage **AND**,
- You and your spouse agree to all terms of the divorce or legal separation such as division of property and debt, whether there will be spousal maintenance (alimony) and if so, how much, and if there are minor children, you agree on all terms of legal decision-making, support and parenting time **AND**,
- You and your spouse will provide your notarized signatures on the "Consent Decree" to indicate your agreement on all terms; **AND**,
- **DO NOT USE SIGN THE CONSENT DECREE PAGE (#10) IF:**

You disagree on any terms of the divorce or legal separation

PROCEDURES

How to File a Consent Decree with the Court for Dissolution of a Non-Covenant Marriage (Divorce)

IMPORTANT: The Consent Decree must be submitted **61** days from the date of service upon the Respondent.

STEP 1: Complete the form – **TYPE OR PRINT IN BLACK INK**

Both the Petitioner and Respondent will need to sign and date the Consent Decree in front of a Notary Public.

STEP 2: **Make 2 Copies of the document after they have been filled out and signed by a Notary Public.**

STEP 3: **SEPARATE YOUR DOCUMENTS INTO THREE (3) SETS:**

SET 1 Originals For Clerk Of Court

SET 2 Copies For Spouse

SET 3 Copies For You

You will need to obtain two (2) appropriate sized self-addressed stamped envelopes. One envelope will need to be addressed to the Petitioner and the additional envelope will need to be addressed to the Respondent.

STEP 4: **SUBMIT THE PAPERS WITH THE CLERK OF THE SUPERIOR COURT:**

In Person:

Go to the Clerk of Court filing counters at one of the following locations: The court is open from 8:00 am - 5:00 pm, Monday-Friday. **You should go to the Court at least two (2) hours before it closes.**

Pinal County Justice Complex

971 N. Jason Lopez Circle Bldg. A
Florence AZ 85132
(520) 866-5300

Mammoth Office

(Temporarily Closed)

Casa Grande Office

820 E. Cottonwood Lane Bldg. B
Casa Grande, AZ 85122
(520) 866-5300

Apache Junction Office

575 N. Idaho Rd. Suite 109
Apache Junction, AZ 85119
(520) 866-5300

*Closed for lunch between
12:00 pm – 1:00 pm

*Closed for lunch between
12:00 pm – 1:00 pm

By Mail: **Clerk of the Superior Court**
P.O. Box 2730
Florence, AZ 85132

STEP 5: The Consent Decree will then be sent to the Judges office for approval. If approved you will receive your final Consent Decree in the Mail.

Name of Person Filing: _____
 Street Address: _____
 City, State, Zip Code: _____
 Telephone Number: _____
 Email Address: _____
 ATLAS Number (if applicable) _____
 Representing Self (No Attorney) or Represented by Attorney
 If Attorney, Bar Number: _____

**SUPERIOR COURT OF ARIZONA
 PINAL COUNTY**

_____ Name of Petitioner	CASE NUMBER: DO _____ CONSENT DECREE OF DISSOLUTION OF MARRIAGE (DIVORCE) WITHOUT MINOR CHILDREN
_____ Name of Respondent	HONORABLE: _____

SERVICE BY PUBLICATION:

If Respondent was served by publication and was not personally served this Court may be unable to make a legal order with respect to issues of child support, medical and dental insurance, payments, expenses for the minor child(ren), community property or debt, or spousal maintenance/support. The Court reserves jurisdiction until personal service is made upon Respondent to consider the maintenance/support of either spouse, the disposition of community property or debts, child support, and any other relief requested in the Petition or orders deemed necessary by the court.

THE COURT FINDS:

1. This case has come before this Court for a final “**Decree of Dissolution of Marriage without Minor Children.**” The Court has taken all testimony needed to enter this Decree, or the court has determined testimony is not needed to enter the Decree.
2. This Court has jurisdiction over the parties under the law, and the provisions of this Decree are fair and reasonable under the circumstances.
3. **90 Day Requirement:** At the time this action was filed, Petitioner or Respondent had lived in Arizona for more than 90 days or had been stationed in Arizona while a member of the United States Armed Forces for more than 90 days.
4. **Conciliation Court:** The provisions relating to the Conciliation Court either do not apply or have been met.
5. **Irretrievably Broken:** The marriage is irretrievably broken and there is no hope of reconciliation.
6. **Covenant Marriage:** The marriage is not a covenant marriage.

7. Domestic Violence:

INSTRUCTIONS: Check the relevant box below.

- Domestic violence has not occurred during this marriage.
- Significant domestic violence occurred during this marriage.
- Domestic violence has occurred during this marriage. Even though domestic violence has occurred, it was not significant or committed by both parties

8. Spousal Maintenance: Money paid from one spouse to the other spouse after the divorce, also known as alimony.

INSTRUCTIONS: Check this box if neither spouse will receive spousal maintenance.

- Neither party is entitled to spousal maintenance

INSTRUCTIONS: Check the box next to the person who will RECEIVE spousal maintenance.

- Petitioner** OR **Respondent** is entitled to spousal maintenance because s/he

INSTRUCTIONS: You must also check at least one of the following four boxes explaining why spousal maintenance is appropriate.

- Lacks sufficient property, including given to him or her as part of this divorce, to provide for his or her reasonable needs.
- Is unable to be self-sufficient through appropriate employment or is the custodian of a child whose age or condition is such that the custodian should not be required to seek employment outside the home or lacks earning ability in the labor market adequate to be self-sufficient.
- Contributed to the educational opportunities of the other spouse.
- Had a marriage of long duration and is of an age that may preclude the possibility of gaining employment adequate to be self-sufficient.

THE COURT ORDERS:

1. Marriage is Dissolved

- The marriage of the parties is dissolved and the parties are restored to the legal status of single persons.

2. Name Change *Optional*

INSTRUCTIONS: Check this box only if you want to use your maiden or former name. If you check the box, also check the box next to whoever is changing his or her name, either Petitioner or Respondent. In the first blank, write out the complete married name, including the middle name. In the second blank, write out the complete maiden name/former name.

- The name of the **Petitioner** OR **Respondent**, whose complete married name is:

is restored to: (List the complete legal name or maiden name as before the marriage)

3. Spousal Maintenance

INSTRUCTIONS: Earlier in the Petition you told the court whether or not one of the parties should receive spousal maintenance from the other party. Here, you tell the court how much per month and for how long that spouse should receive spousal maintenance or if neither party should pay spousal maintenance to the other party.

Neither party to pay spousal maintenance to the other party.

OR

Petitioner shall receive spousal maintenance from Respondent in the amount of \$ _____ per month and the payments to continue until the receiving party is remarried or deceased.

OR

Petitioner shall receive spousal maintenance from Respondent in the amount of \$ _____ per month and the payments to continue until the receiving party is remarried or deceased or for _____ months, whichever comes first.

OR

Respondent shall receive spousal maintenance from Petitioner in the amount of \$ _____ per month and the payments to continue until the receiving party is remarried or deceased.

OR

Respondent shall receive spousal maintenance from Petitioner in the amount of \$ _____ per month and the payments to continue until the receiving party is remarried or deceased or for _____ months, whichever comes first.

INSTRUCTIONS: Do you want either the other party or yourself to be able to modify spousal maintenance in the future? If so, check the first box. If not, check the second box.

Spousal maintenance shall be modified in accordance with Arizona law.

Spousal maintenance shall NOT be modifiable for any reason.

4. Debt

INSTRUCTIONS: You must identify all of your debt as either community debt or separate debt. **Community debts** are debts that you or the other party incurred during the marriage. **Separate debts** are debts that you or the other party incurred before the marriage.

- a. Community Debt:** Community debts are debts incurred by either party during the marriage. You should see a lawyer about how to divide secured and unsecured debts. Community debts shall be divided as follows:

INSTRUCTIONS: Check this box if you do not have any community debt.

My spouse and I do not have any community debts.

INSTRUCTIONS: Check this box if you have community debt. List all community debts, the total owed, and the amount OR percentage to be paid by each party. If you need more space attach an additional sheet of paper and check the box "The list continues on attached page."

My spouse and I have community debts which shall be divided as follows:

Creditor Name	Amount Owed	Amount or Percent to be paid by Petitioner	Amount or Percent to be paid by Respondent
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

- The list continues on attached page.
- Petitioner is ordered to pay all debts unknown to Respondent.
- Respondent is ordered to pay all debts unknown to Petitioner.
- Each party is ordered to pay his or her debts incurred since (date)_____.
- Any debts or obligations incurred by either party before the date of separation, that are not identified in the list above or attached, shall be paid by the party who incurred the debt or obligation and that party shall indemnify and hold the other party harmless from such debts.

b. Separate Debt: Separate debts are debts incurred before the marriage. Check ONLY one of the three boxes. If you check the last box, list your separate debts, the total owed, and the amount or percentage to be paid by each party. Separate debts shall be divided as follows:

- Neither my spouse nor I have any separate debt.
- My spouse and/or I have separate debts and Husband must pay his separate debt and Wife must pay her separate debt.
- My spouse and/or I have separate debts and they shall be divided as follows:

Creditor Name	Amount Owed	Amount or Percent to be paid by Petitioner	Amount or Percent to be paid by Respondent
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

5. Property

IMPORTANT: If there is a piece of property with a debt attached such as a car with a loan, you must list the property under “Property” and the debt under “Debt”.

INSTRUCTIONS: You must identify all of your property as either community property or separate property. **Community property** is property that you acquired during the marriage, but was not gifted to either you or the other party and that was not inherited. **Separate property** is property that you acquired before the marriage, property that was gifted to either you or the other party, or that was inherited.

a. Community Property: Community Property is property that was acquired during the marriage, which was not gifted to one party or inherited. Community Property shall be divided as follows:

My spouse and I did not acquire any community property during the marriage.

OR

My spouse and I acquired community property during the marriage and it should be divided as follows:
Include vehicles on this list.

Description of Property	Awarded to Petitioner	Awarded to Respondent	Value
_____	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
_____	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
_____	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
_____	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
_____	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
_____	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
_____	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
_____	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
_____	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
_____	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____

a. Separate Property: Separate property is property acquired before the marriage, property that was gifted to one party, or that was inherited. Separate Property to be divided as follows:

My spouse and I do not have separate property.

My spouse and/or I have separate property and each party shall be awarded his or her own separate property.

My spouse and/or I have separate property, which shall be divided as follows:

Description of Property	Awarded to Petitioner	Awarded to Respondent	Value
_____	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
_____	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
_____	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
_____	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
_____	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____

b. Real Property: Real property is the house and land you own. You can ask the court to give you the home, to give the home to the other party, or to sell the home and divide any loss or proceeds. Write the complete address of the property under "real property located at". Most property has a legal description such as "LOT 77, PINE TREE ACRES, according to Book 111 of Maps" which appears on your deed papers. You should use this description. A cemetery plot is considered real property.

My spouse and I do not have real property.

My spouse and I have real property located at: _____ valued at approximately \$ _____. The legal description of the property is (this information is needed prior to an order being entered regarding real property):

- The real property shall be sold and any loss or proceeds divided with Petitioner being awarded _____% and Respondent being awarded _____%.
- The real property shall be awarded to Petitioner.
- The real property shall be awarded to Respondent.
- The party being awarded the real property will refinance the real property solely in his or her name on or before _____ (insert date). If unsuccessful, the real property will be _____

INSTRUCTIONS: Complete only if there is a second property.

My spouse and I do not have additional real property.

My spouse and I have additional real property located at: _____ valued at approximately \$ _____. The legal description of the property is (this information is needed prior to an order being entered regarding real property):

- The real property shall be sold and any loss proceeds divided with Petitioner being awarded _____% and Respondent being awarded _____%.
- The real property shall be awarded to Petitioner.
- The real property shall be awarded to Respondent.
- The party being awarded the real property will refinance the real property solely in his or her name on or before _____ (insert date). If unsuccessful, the real property will be _____

c. Retirement:

WARNING: You should see a lawyer about your retirement accounts. If you do not see a lawyer regarding these assets, you risk losing any interest you have in these plans and/or benefits. There are certain documents the plan administrator must have. It is recommended that you consult with a lawyer to help you prepare these documents.

INSTRUCTIONS: A retirement account is considered property. Any part of the retirement that grew during the marriage is community property. Any part of the retirement that existed before the marriage, is separate property. You do not need to list the retirement under "Property" if you list it here.

IMPORTANT: If you want to divide the retirement account(s) you must see an attorney about a document called a Qualified Domestic Relations Order (QDRO) or a Court Order Acceptable for Processing (COAP). A QDRO or a COAP is a very specialized legal document. It is recommended that you seek professional assistance to prepare the QDRO or COAP. Do not have this done until a judge signs your Decree.

- Neither party has a retirement account.
- Each party **waives and gives** up his/her interest in any and all retirement benefits, pension plans, or other deferred compensation of the other party.
- Divide retirement accounts as follows:

6. Taxes

INSTRUCTIONS: This question is asking how you and the other party have filed taxes during the time you were married.

a. For **previous** calendar years, pursuant to IRS rules and regulations, the parties have filed or will file:

INSTRUCTIONS: If you and the other party ever filed jointly, check this box and list the tax years you filed jointly.

Joint federal and state income tax returns for (years)_____ and hold each other harmless from half of all income taxes and costs, if any, and each party will share equally in tax refunds, if any.

INSTRUCTIONS: If you and the other party ever filed separately, check this box and list the tax years you filed separately.

Separate federal and state income tax returns for (years)_____.

Other: _____

This calendar year and continuing thereafter, each party will file separate federal and state income tax returns.

Each party shall give the other party all necessary documentation to file all tax returns, unless that information is protected.

Other information and request(s) regarding taxes:

7. Other Requests:

INSTRUCTIONS: Use this space to add any more Orders the court is making.

FINAL APPEALABLE ORDER: Pursuant to Arizona Rules of Family Law Procedure, Rule 81, this final judgment/decree is settled, approved and signed by the court and shall be entered by the clerk.

SIGNATURES

DONE IN OPEN COURT: _____

JUDGE OR COURT COMMISSIONER

If this Decree was issued as a “Default,” *and* the Petitioner served the papers to begin this case by any means other than by publication, a copy of this Decree shall be mailed or delivered to the Respondent within 24 hours of the court hearing as follows:

Respondent’s Name: _____

Mailing Address: _____

City, State, Zip Code: _____

Email Address: _____

By Petitioner: _____

Date: _____

Petitioner’s Signature: _____

INSTRUCTIONS: This page only applies if both parties are willing to sign this decree.

By signing this Consent Decree and subscribing and swearing to same (or affirming to same) before a Notary Public, both parties affirm that the information is true and correct, including the following:

1. RIGHT TO TRIAL IS WAIVED. I understand that by signing this Consent Decree, I am waiving my right to trial before a judge.
2. NO DURESS OR COERCION. COMPLETE AGREEMENT. I am not under any force, threats, duress, coercion, or undue influence from anyone, including the other party, to sign this Consent Decree. This Decree with attachments, if any that I have signed is our full agreement. I have not agreed to something different from what is stated in writing in the Decree.
3. LEGAL ADVICE. I understand that even if I am representing myself without an attorney, I have the right to be represented by an attorney. I have the right to call an attorney and get legal advice before I sign this Consent Decree.

SIGNATURES OF THE PARTIES OR THEIR ATTORNEYS

APPROVED BY:

Date	Signature
State of Arizona)	
))	
County of _____)	
SUBSCRIBED AND SWORN TO before me this _____ day of _____, 20	
by _____	
Name of Signer	

Commission Expires	Notary Public
Date	Signature
State of Arizona)	
))	
County of _____)	
SUBSCRIBED AND SWORN TO before me this _____ day of _____, 20	
by _____	
Name of Signer	

Commission Expires	Notary Public
---------------------------	----------------------

If either party is represented by an attorney, the attorney must sign:

Petitioner's Attorney: _____ Date: _____

Respondent's Attorney: _____ Date: _____